

CADD Advisory Committee Minutes---3-1-02

The meeting began at 8:10 a.m. Warner Richeson, Coordinator, asked the group to introduce themselves. Warner thanked everyone for attending; there was a good representation present. He appreciated everyone's devotion to the group. If we were left to our own devices, we might spiral in the wrong direction. The Committee directs us in the way to best serve most students, the way which makes the most sense. Warner reminded the group of the functions of an advisory committee (referring to the handout made available to everyone).

On that note, Warner announced that the group would review program changes. He stated that Sam made changes in the INDS program to get in step with the community.

Sam Miranda reviewed the program changes with the group before submission to the Curriculum Advisory Board (CAB). The committee gave their input on the changes. At the last meeting, Sam picked up on the need to realign the existing program, which entailed adding six new courses, three that were course description changes. All were completed, and passed by the CCAB; we are simply awaiting the final signature. The handouts provided reflect what will be in the next catalog. The change in marketing will be the most difficult. Because we're a two-year program we ended up being a transfer program. We want to make certain we're transferring students to Arlington INDS program. Need help to ensure we stay in line with current changes. Sam thinks it would be ideal to form a subcommittee with INDS and construction. He would like a commitment from the committee to do a little extra work. The next internal step, Sam mentioned, is to ensure the official transfer sheets reflect what other colleges will take from us.

Janet Jaworski inquired, since the program made changes to INDS, will we be making changes to be a Tech Prep program? Sam indicated that we are; we're working on that to sell to the higher degree programs. Sam thanked all those who are giving their input. He needs assistance with this project to ensure we prepare the correct paperwork.

Warner informed the group that Sam has done a lot of visionary work on these programs. Before Sam began working on this project, the INDS program was at a stand still. Warner added that Glenn Wells has done more for the CADD program, for less pay, than anyone. Almost single handedly, Glenn started the printed circuit board program; he devotes a lot of his time to it—thanks! We're considering making changes to the parts library printed circuit board program by adding courses in integrated circuit design. This term we added a course in "parts library design". He asked Glenn to elaborate.

Glenn mentioned that, even if one is not in electronics, one must have an idea as to what to do. If the parts library design footprint, which the electronics designer uses all or part of, if the part is made wrong, it impacts the 30-40 designers who might use it. It's a career path in itself. Lots of requests from industry to provide such training. Hope to make it a successful program.

Warner shared that he himself is a student in that class; it's a very technical class. Glenn continued to emphasize the importance of this role in the work force. If the job is not done well, it could be very costly. Need to understand a lot of information about it.

Warner asked Bill Paul to discuss the Pro E courses (sheet metal design course). Bill stated that this is a great opportunity for solid modeling. We have the basic and second levels of Pro E. For summer, we'll have sheet metal. In Pro E we can have 5-6 other different courses. Ten years ago, Auto CADD was the big thing, especially in the mechanical world; but now there's solid modeling. This material is not over the student's head. We don't have the program developed for the second level of solid modeling. We don't have 3D Xerox. Bill would like to see a 3D CADD solid modeling certificate. There isn't a national campus doing a solid model certificate. Students want to know how they can tell their prospective employer they have this type of training; a certificate would help. Bill would like to form a subcommittee based on this premise. Additionally, Bill would like quad-C to apply to be an Auto CADD Training Center (ATC). The nearest such location is in Arlington. The purpose of an ATC is to be able to give students a certificate so they can verify their training. It lends a lot of prestige to them and to the program. Warner mentioned that he had started conversations with Continuing Ed to jointly apply for the ATC. They have the necessary business office to handle enrollment and receiving and account of class fees.

Glenn mentioned that 90% of an AAS program is already in place at quad-C, to specializing in integrated circuit design. The integrated circuit program is a high demand program. He'd like to see a subcommittee formed based on this premise.

Warner brought up the subject of the Auto CADD textbooks. He'd like to make some changes in 2002. He has some samples of books he'd like to be reviewed by members of the committee. Warner's open to recommendations. Larry Holmes interjected that the textbooks are a high expenditure for the students. It seems that, with each semester, the textbook changes; this is a cause of great frustration for the students. He'd like to know if it's possible to stick with one book for basic and one for advanced. Warner agreed that we ought not be changing books each semester. The current one has been used for a couple of years.

Tori Hoffman asked that any changes be made in the fall. That way, when a student who has already purchased the textbook but doesn't get to take the class till spring, will still have the correct textbook. Warner agreed. He feels that some industry input is needed in making textbook changes. Some industry is still using older versions of AutoCADD than we are or will be. We would like to go to version 2002 in the Fall. Many industries still use version 14. We feel that our students should be trained in the latest versions of CADD. Kenneth McVea added that the current book has several errors. Warner emphasized that he brought several book samples to review and decide upon. Tori added that the students want a book they can use as a reference once they've gone out into the work force.

Warner stated that a decision needs to be made soon to allow sufficient time to order textbooks for fall. If a decision could be made by June for the Fall term it would be appreciated. Larry Holmes volunteered to review books.

Warner wants to the Committee to proceed in an organized fashion. He proposed the following subcommittees:

Textbooks

Architecture/Interior Design

IC

Solid Modeling Certificate or AAS/certificate

SLA (long term subcommittee)

Ann Beheler promised to provide CAB rules to the committee.

Roger Fries volunteered to be on the INDS subcommittee; however, he added that he was assigned the chairperson by default. Roger feels he's more of a follower than a leader. If someone one wants to be the chairperson for that subcommittee, he would welcome it.

Warner emphasized to the group that the Advisory Committee needs a chair. He proposed the group take a break to contemplate who might want to volunteer.

Janet Jaworski stated that we have Tech Prep agreements with the high schools. A student can get college credit in high school. Statewide articulation tries to make a seamless transition for high school students to college. Want to ensure the high school teachers who teach tech prep have some training to understand articulation, college enhanced courses, etc. In this manner students can come to quad-C from any part of Texas in a tech prep program and know they've taken a class that is equivalent. Janet was finding unevenness in teaching curriculum. Hand in hand with state articulation, when we develop a course, have to develop a six year plan—four years of high school and two years of college flow. Also talking to high school students encouraging them to take tech prep courses.

Tech prep courses are not intended to be remedial courses; they are for students who can do.

Warner stated that Howard McGriff (Mac) volunteered to be a chairperson for the Advisory Committee. Mac's an ex-Marine; he can guide this group! Warner emphasized that the minutes of the last meeting need to be considered.

Mac voiced concern that at our last meeting we were to contact industry. He asked for volunteers to assist him. Larry Holmes agreed to assist; he also agreed to serve on the solid modeling subcommittee. Janet Jaworski suggested that a sign-up sheet be distributed so individuals can select a subcommittee, and so it was done.

The question was raised as to how many times is the group required to meet. Ann Beheler interjected that twice a year is recommended, but it depends on how many new programs are being introduced. For upcoming new programs, the cutoff is October 1st.

Mac announced that **the next meeting for subcommittee members is scheduled for Friday, June 7th, from 8 a.m. – 10 a.m. here at the Preston Ridge Campus in Frisco.**

Mac noted that there is a correction to his email address; it should be itsmemac@attbi.com not athome.com. Mac asked for the group's approval of the minutes from the last meeting. A copy of the minutes was made available to all present for their review and approval.

Mac would like to meet with each individual, just to introduce himself, before everyone goes their separate way.

Louis Frisbee introduced himself. He's a civil engineer for a large engineer design company. Most of their work is for government agencies in the area. Upon reviewing the subcommittee list, he does not see a traditional civil engineer group. He asked what kind of function do we have that focus on engineer career opportunities.

Warner agreed that our civil engineer program is lacking. We need to address that; GIS is getting popular. Mac suggested that we form another subcommittee for this program. Frisbee will be on the subcommittee.

Glenn inquired as to how we can bring in more industry/employers. In the past, those students in PC courses we quickly employed; that is no longer the case. He spends a considerable amount of his time with companies to recruit. Glenn would like to have a subcommittee to focus on getting employers interested. Mac agreed that's a good idea.

Glenn also stated that Sandia National Labs is visiting next week. We have seats available now. Mac asked how we can start interviews for these students. Tori suggested that Pam Love at Career Services at SCC would be a good contact. Glenn interjected that he is not inclined to go through the college contacts as he has had bad experiences in the past. Larry Holmes added that, in the past when he did recruiting, he would receive letters from employers seeking students they could hire; that doesn't happen anymore. He suggested that perhaps we could compile a list of companies in the area. Mac suggested that we find out how industries want to work with us. Andrew Dalrymple's experience at other schools was that the school would maintain a list of industry contact people.

Dutch Wickes asked how the subcommittees would work from here on? Mac stated that once the formal meeting breaks up this morning, the subcommittee members would meet informally for just a few minutes. The subcommittee lists will be compiled, and the email addresses of each of the members will be sent out to those in the respective groups. In that way everyone will have each other's email address and can communicate more effectively with those on their subcommittee.

Ann Beheler had one correction for the minutes. The second sentence in the second to the last paragraph states "Ann indicated that we will build an electronics building and...". That sentence should read: "Ann indicated that we will build a **technology** building

and...” For the record, with the aforementioned change made, the minutes were approved by Howard McGriff, and seconded by all those present.

Larry Holmes asked when the proposed textbooks can be reviewed. Warner stated they could be reviewed anytime. Warner’s open to any other textbook recommendations.

Ann Beheler thanked everyone for coming. We’ll fight to provide what industry wants. The meeting adjourned at 9:40 a.m.

Diana Browning
Assistant to the Dean
Engineering Technology Division

Howard McGriff
CADD/INDS Chairperson